

1. The first step in the process is to identify the problem. This involves gathering information about the situation and the people involved.

2. The second step is to analyze the problem. This involves breaking the problem down into smaller parts and understanding the causes and effects.

3. The third step is to develop a plan. This involves deciding on the best way to solve the problem and setting goals and objectives.

4. The fourth step is to implement the plan. This involves putting the plan into action and monitoring progress.

5. The fifth step is to evaluate the results. This involves assessing the effectiveness of the solution and making adjustments if necessary.

6. The sixth step is to communicate the results. This involves sharing the findings with the relevant stakeholders.

7. The seventh step is to document the process. This involves recording the steps taken and the results achieved.

8. The eighth step is to review the process. This involves reflecting on the experience and learning from it.

9. The ninth step is to share the knowledge. This involves disseminating the information to others who may benefit from it.

10. The tenth step is to continue to improve. This involves staying up-to-date with the latest research and practices.

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Class	Subclass	Date	Examiner

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